ADMINISTRATOR CONTRACT

The first three consecutive years of a contract issued to a newly employed administrator will be considered a probationary period. The probationary period may be extended for an additional year upon the consent of the administrator. In the event of termination of a probationary or non-probationary contract, the board will afford the administrator appropriate due process, as required by law. The administrator and board may mutually agree to terminate the administrator's contract.

In choosing an administrator, the board will also consider the school district's educational philosophy, financial condition, organizational structure, education programs, and other factors deemed relevant by the board.

Administrators who wish to resign, be released from a contract, or retire must comply with applicable law, contract terms and board policies.

The board has complete discretion to approve the salary and benefits of the administrators. The salary will be set at the beginning of each contract period.

In addition to the salary and benefits agreed upon, the administrator's actual and necessary expenses will be paid by the school district when the administrator is performing work-related duties. The board will approve the payment of other benefits or compensation over and above the administrator's contract. Approval of other benefits or items of an administrator's compensation will be included in the records of the board in accordance with board policy.

The board encourages administrators to be involved in the school district community through membership in community organizations and by attending and participating in school district community activities.

It is the responsibility of administrators to become involved in school district community activities and events. It is within the discretion of the board to pay annual fees for professional organizations and activities.

An administrative position is considered full-time employment. The board expects administrators to give responsibilities of their position in the school district precedence over other employment. An administrator may accept consulting or outside employment for pay as long as, in the judgment of the board and the superintendent, the work is conducted on the administrator's personal time and it does not interfere with the performance of the administrative duties as contracted by the board.

The board reserves the right, however, to request the administrator cease outside employment as a condition of continued employment. The board will give the administrator thirty days notice to cease outside employment.
Legal Reference:  *Martin v. Waterloo Community School District*, 518 N.W. 2d 381 (Iowa 1994);  
*Cook v Plainfield Community School District*, 301 N.W. 2d 771 (Iowa App. 1980);  
*Board of Education of Fort Madison Community School District v Youel*, 282 N.W. 2d 677 (Iowa 1979);  
*Briggs v Board of Education of Hinton Community School District*, 282 N.W. 2d 740 (Iowa 1979);  
Iowa Code § 279; 281 I.A.C. 12.4.

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